

DATE: 2/17/2010

INVITATION TO BID  
THIS IS NOT AN ORDER

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BID NO.: 50-00096857  
B2010000051

**JEFFERSON PARISH**  
PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETNA, LA. 70054-0009  
504-364-2678

VENDOR: \_\_\_\_\_

BUYER: J. Lotz

**BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 3/18/2010 AND PUBLICLY OPENED UPON COMPLETION OF ADMINISTRATIVE TASKS.**

**LATE BIDS WILL NOT BE ACCEPTED**

**NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES DISQUALIFY BID.**

### **INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

#### **THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS**

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. THIS BID PACKAGE MUST BE RETURNED IN ITS ENTIRETY.

Questions on this bid are to be faxed to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH will accept one bid only from each vendor. Items bid must meet or exceed specifications.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection.

If the bid exceeds \$20,000.00 and the bidder is an agency, corporation, partnership, or other legal entity, the president, vice-president, secretary/treasurer, or an authorized agent, shall sign the proposal, and satisfactory evidence of the authority of the person signing for the agency, corporation, partnership, or other legal entity shall be attached to the proposal.

**AWARD OF CONTRACT:** JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

**USE OF BRAND NAMES AND STOCK NUMBERS:** Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

**CANCELLATION OF CONTRACT:** JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

**Visit our website at [WWW.JEFFPARISH.NET/BIDS](http://WWW.JEFFPARISH.NET/BIDS)**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

JEFFERSON PARISH requires a firm price. Quoted price will remain firm until \_\_\_\_\_

**PRICES:** Jefferson Parish is exempt from paying sales tax under LSA-RS 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes. If a contractor is to act as Purchasing Agent for tax-exempt purposes, the Parish shall specifically state so within this bid specification. All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

**RESPONSE TO INVITATION:** If your company is unable to bid on this request, please state your reason on bid form, and return to this office before bid opening date. Failure to do so may result in the removal of your company from Jefferson Parish's vendors list.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 105529 or 105530 dated 5/17/06. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053.

**POSTING OF BIDS:** Non-Advertised bids will be posted on bulletin board in Suite 4400, Jefferson Parish General Government Building, Gretna, LA, for a period of Five (5) working days after opening date.

Advertised bids will be tabulated and a copy forwarded to each responsive bidder.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

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1. All bidders are invited to attend the pre-bid conference. Failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and inspect the site with owner's representative, etc. Failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification (with no additional cost to the owner).
2. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project.
3. A Louisiana state contractor's license may be required in accordance with LSA-R.S. 37:2150 et seq.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

4. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
5. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
6. All awards in excess of \$5,000.00 for the construction, alteration, or repair of any public works will be reduced to a formal contract which shall be recorded at the contractor's expense. A price list of recordation costs may be obtained from the Clerk of Court and Ex-officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 reduced to formal contract will require a performance bond.
7. A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. Performance bond shall be supplied at the signing of the contract.
8. Please indicate if you have insurance: YES \_\_\_\_\_ NO \_\_\_\_\_  
Successful bidder will be required to furnish proof of insurance to this office.  
Successful bidder will be required to furnish Federal I.D. Number.
9. Minimum insurance requirements for this bid are as indicated on the attached sheet.
10. Each bid must be accompanied by a cashier's check, certified check, money order, or surety bid bond in the amount of 5% of the bid.
11. Affidavit required to be submitted with bids on all solicitations for construction, alteration or demolition of public building or project. (LSA-R.S. 38:2224)
12. This is a requirements contract to be provided on an as needed basis.
13. All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO \_\_\_\_\_

MAXIMUM ESCALATION PERCENTAGE REQUESTED \_\_\_\_\_ %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF \_\_\_\_\_.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

14. In the event that the successful bidder cannot furnish a specific item or material and labor in the required time, JEFFERSON PARISH may purchase on an emergency basis from the next lowest bidder, or available source, until such time as the successful bidder has notified the PARISH in writing that his stock or labor capability has been replenished. The difference in price will be charged against the successful bidder of this contract, and evidence of purchases and price will be provided.
15. Vendor will be required to submit to the chief buyer of the JEFFERSON PARISH Purchasing Department a quarterly usage report by item of all items listed on this proposal.
16. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be disqualified if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES \_\_\_\_\_

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) \_\_\_\_\_

**\*\*\* ALL BIDDERS MUST COMPLETE SECTION BELOW \*\*\***

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

(Must be signed here)

TITLE: \_\_\_\_\_

PRINT OR TYPE NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

( )

( )

EMAIL ADDRESS: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ \_\_\_\_\_

**THIS BID MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY/FIRM FOR BID TO BE VALID. BID PACKAGE, INCLUDING INSTRUCTIONS AND SPECIFICATIONS, MUST BE RETURNED IN ITS ENTIRETY FOR BID TO BE VALID. SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.**

**NOTE: All bids should be returned with the bid number and bid opening date indicated on the outside of the envelope submitted to the Purchasing Department.**

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00096857

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	2	ONLY	<p>A PURCHASE OF TWO (2) TELESCOPING LOW-PROFILE LOADALLS FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS - DRAINAGE</p> <p>0010 LOADALL, TELESCOPING, LOW-PROFILE WITH 78 INCH WIDE (1 YARD) GP LOADER BUCKET AND SET OF 48 INCH FORKS AND BOBCAT ADAPTER PLATE AND A FRAME WITH HYDRAULIC QUICK DISCONNECT CONTROLLED FROM CAB</p> <p>BRAND: JCB (OR EQUAL) MODEL NO. 520-50</p> <p>ATTACHED SPECIFICATIONS:</p> <p>VENDOR MUST PROVIDE LOUISIANA DEALERS LICENSE NUMBER WITH THE BID RESPONSE.</p>		

**JEFFERSON PARISH  
DEPARTMENT OF FLEET MANAGEMENT**

**VEHICLE – EQUIPMENT SPECIFICATIONS  
SPECIFICATION NO.: 001-2010**

IN ORDER TO AVOID ANY UNCERTAINTY, BIDDER SHALL COMPLETE THE BIDDER SECTION WITH A DESCRIPTION OF ITEM BID LISTING BRAND NAME AND PERTINENT DETAILS OF ITEM.

**NOTE:**

**THE USE OF CHECKS AND FAILURE TO PROVIDE DESCRIPTION ON ANY SPECIFICATION LISTED IN THIS BID DOCUMENT SHALL RESULT IN BID BEING FOUND NON-RESPONSIVE AND, THEREFORE, REJECTED.**

EQUIPMENT TYPE: LOADALL 520

GVW: \_\_\_\_\_ COLOR: \_\_\_\_\_

W.B.: \_\_\_\_\_ SEAT COLOR: \_\_\_\_\_

SPECIFICATIONS:

BIDDER SECTION:

EQUIPMENT TYPE: 520 TELESCOPING LOW-  
PROFILE LOADALL WITH 78" WIDE (1 YARD)  
GP LOADER BUCKET AND SET OF 48" FORKS  
AND FRAME WITH HYDRAULIC QUICK DIS-  
CONNECT CONTROLLED FROM CAB **AND BOBCAT ADAPTER PLATE**

ENGINE: 83 HP AT 2000 RPM DIESEL ENGINE  
TORQUE RATING OF 214 LBS @1200 RPM 4  
CYLINDER REAR MOUNT ENGINE W/TILT  
UP HOOD DUAL ELEMENT AIR CLEANER,  
SPIN FILTERS, FUEL AND WATER SEPARATOR  
COLD WEATHER STARTING AID (ETHER ASSIST  
NOT ACCEPTABLE)

ELECTRICAL: BATTERY 12 VOLTS, 780 CCA, 65  
AMP ALTERNATOR

POWER TRAIN: TRANSMISSION SHALL BE AN  
INDEPENDENT UNIT

4 X 4 POWERSHUTTLE

TRANSMISSION, SYNCHRONIZED SHIFTING IN

ALL GEARS  
SINGLE STAGE, DUAL PHASE TORQUE CONVERTOR  
SHIFTS BETWEEN FORWARD AND REVERSE BY  
ELECTRICALLY CONTROLLED HYDRAULICALLY  
ACTIVATED MULTI-DISC CLUTCHES  
PERMANENT 4 WHEEL DRIVE AND 4 WHEELS  
STEER TRANSMISSION DISCONNECT SWITCH  
ON LOADER AND TRANSMISSION LEVERS

ELECTRICS: 12 VOLT DC, NEGATIVE GROUND, 75AMP  
ALTERNATOR, 2 FORWARD WORKLIGHTS, BATTERY  
RATED AT 780CCA

MAXIMUM ROAD SPEED NOT LESS THAN 18MPH

AXLES: MAX-TRAC WITH TORQUE PRO-  
PORTIONING W/LIMITED SLIP ON FRONT  
AXLE AND OUTBOARD PLANETARY DRIVE  
ALL WHEELS

BRAKES: PLANETARY MOUNTED ON FRONT  
AND REAR AXLE  
PARKING BRAKE SHALL BE INDEPENDENT OF  
THE SERVICE BRAKES, ELECTRO HYDRAULICALLY  
OPERATED OIL IMMERSSED MULTI- DISC TYPE,  
LOCATED ON TRANSMISSION OUTPUT SHAFT

TIRES: FOUR 15/55-17 TIRES  
10 PLY HI-FLOATATION TIRES FOR ALL TERRAIN  
FORK LIFT AND LOADER OPERATION

OPERATORS STATION: ROPS/FOPS CANOPY  
METAL SIDE SCREENS, FRONT SCREEN GUARD  
KIT, ROOF GUARD WITH GLASS FOR OVERHEAD  
VISION, EASY LEFTHAND EXIT

INSTRUMENTS: AUDIBLE AND VISUAL WARNING  
SYSTEM  
TACHOMETER, HOURMETER, ELECTRIC FUEL GAUGE,  
COOLANT TEMPERATURE GAUGE  
WARNING LIGHTS FOR BATTERY CHARGE, AIR  
CLEANER RESTRICTION  
ENGINE OIL PRESSURE  
ENGINE COOLANT TEMPERATURE  
TRANSMISSION OIL PRESSURE  
PARKING BRAKE

INDICATORS FOR LIGHTS, HAZARD LIGHTS, TURN SIGNALS

FRAME: ONE PIECE UNITIZED MAINFRAME AND COMPONENTIZED DRIVELINE

TELESCOPIC BOOM: TWO SECTIONS, 16'5" MINIMUM LIFT HEIGHT W/HYDRAULIC PARALLEL LIFT  
4,400 LBS MINIMUM CAPACITY TO FULL HEIGHT AND 1,600 LBS  
MINIMUM CAPACITY AT 9' REACH FROM FRONT OF UNIT

HYDRAULICS: SINGLE LEVER JOYSTICK WITH "LOADER" PATTERN CONTROL, OPEN CENTER SYSTEM WITH 18 GPM, SINGLE AUXILIARY HYDRAULIC SERVICE WITH QUICK DISCONNECTS MOUNTED ON CARRIAGE, 11GPM, BOBCAT ADAPTOR WITH QUICK ATTACH TO OPERATE ALL BOBCAT ATTACHMENTS – GRAPPLE BUCKET, SWEEPER, ETC

STEERING SHALL BE HYDROSTATIC WITH "DEAD ENGINE" STEERING  
DIMENSIONS: MAXIMUM WEIGHT 10,000 LBS  
MAXIMUM HEIGHT 7 FEET  
MAXIMUM WIDTH 6'6" WITH BUCKET  
MAXIMUM OUTER TURNING RADIOUS 10' FOR LIMITED WORK AREA

HYDRAULIC SYSTEM SHALL BE EQUIPPED WITH A RETURN LINE FILTER RATED AT NO MORE THAN 25 MICRONS  
CYLINDERS SHALL HAVE HOSE BURST PROTECTION  
CARRIAGE SHALL BE A MINIMUM OF 48" WIDE WITH INTEGRAL LOAD GUARD  
2 STAGE BOOM, 16'5" LIFT  
BOOM SLIDES ON REPLACEABLE WEARPADS  
MACHINE CAPACITIES:  
LIFT AT FULL REACH NO LESS THAN 1,650 LBS  
LIFT AT FULL HEIGHT 4,400 LBS  
LIFT CAPACITY IN CARRY POSITION NO LESS THAN 4,400 LBS  
BREAKOUT FORCE NO LESS THAN 7,054 LBS.

**A LOUISIANA'S STATE DEALER'S LICENSE IS REQUIRED IN ACCORDANCE WITH LA RS 32:1254 ET SEQ. VENDOR MUST**



**PROVIDE A LOUISIANA DEALER'S LICENSE NUMBER WITH  
YOUR BID.**

**WARRANTY SERVICE REPAIRS MUST BE  
INITIATED WITHIN TWO (2) HOURS OF  
NOTIFICATION**

**WARRANTY: \_\_\_\_\_**

**MANUALS: MUST MEET OR EXCEED ALL FEDERAL  
AND STATE SAFETY STANDARD**